

Mabe Parish Council

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Minutes – 17 September 2021

Minutes of the meeting of Mabe Parish Council held at 7.00pm on Friday 17 September 2021 at the Mabe Youth and Community Project Hall

Councillors present: Councillors: P Tisdale (Vice-Chairman, Chairing the meeting), C Cole, B Galke, R Phillips, Terry Tindle, K West

Cornwall Councillor in attendance: Apologies received from Ward Member, Cllr John Bastin

Minute no:	Agenda Items
	Chairman's Announcement – the Chairman welcomed all present to the meeting.
MPC21.22.73	Apologies for absence – were received from Cllrs Simmons, Thomas, Wilkinson and Wills.
MPC21.22.74	Members' Declarations Cllr Cole declared an interest in MPC21.22.80 (a) – PA21/01315/PREAPP as a neighbour to the application site, and withdrew from the meeting during consideration of this item.
MPC21.22.75	To approve written requests for dispensation – none
MPC21.22.76	Cornwall Councillor report C.Cllr Bastin's update report included the following: <ul style="list-style-type: none">- apologies for missing the meeting, due to Cornwall Council duties- Covid-19: Cornwall was placed into an Enhanced Response Area since the Bank Holiday Monday. This brought with it extra funding to help reduce the infection rate, along with tighter regulation, the return of the Hands Face Space message and leaflets with vaccination advice. Numbers are falling but this may change as children return to school. Numbers of hospital admissions are rising and this is more of a concern. Young people with covid-19 infection are seen to have the following added symptoms: very sore throat, headaches and fatigue. They are perhaps at lower risk of severe illness, but can still pass it on. <ul style="list-style-type: none">- The CC Planning Portal now has a comprehensive section to help local councils in all aspects of the planning process, including TPO advice.- Rubbish and recycling: an online survey until 21 December to seek feedback from local communities on how the service could be improved- Community Network Panel next meets on 21 September, 7pm, via Teams
MPC21.22.77	Public Speaking The applicant for the Christmas Lights grant application attended and outlined the aims for this year's Christmas Lights display.

MPC21.22.78	<p><u>Minutes of meeting of the council held on 13 August 2021</u></p> <p>Resolved – that the minutes of the meeting of the council, as above, having been circulated, be taken as read, approved and signed by the Chairman as a true and accurate record of the meeting.</p>
MPC21.22.79	<p>Clerk’s update report</p> <p>Resolved – that the report is noted.</p>
MPC21.22.80	<p>Planning Applications</p>
	<p>a) <u>PA21/01315/PREAPP</u> – Pre-application advice for new vehicular cross-over and new opening in boundary wall of No.1 The Cottages on Antron Hill. Proposed detached residential annexe to No.1 The Cottages and one new car parking space underneath in existing rear garden. Two new parking spaces in existing rear garden of neighbouring No.2 The Cottages – utilising same new vehicular access.</p> <p>Cllr Cole declared an interest in this item as a neighbour of the application site, and withdrew from the meeting during consideration of this item.</p> <p>Resolved – that based on the information available and with the current road layout, it is unlikely that the parish council will support the proposed vehicular access as it would likely cause a highway hazard and unlikely to be able to achieve an adequate visibility splay. Note that cars park on the road in the area, including delivery lorries for the local shop.</p>
	<p>b) <u>PA21/07544</u> – Land south of Coronation Cottages, Coronation Cottages, Mabe Burnthouse – Reserved matters for appearance, layout, scale and landscaping for the erection of 30 dwellings following outline planning permission PA19/03269 dated 16.12.2019)</p> <p>Resolved – that</p> <ol style="list-style-type: none"> 1) the parish council objects to this application. The design and materials (primarily the proposed cladding) is not in keeping with properties in the local area, and is contrary to the emerging Mabe Neighbourhood Plan and Mabe Design Code. 2) the parish council calls for more sustainability elements such as ground source heat pumps, solar panels, wildlife habitat measures such as bee bricks. 3) the application site boundary appears to differ from that of the approved planning application – plots 16 and 17 back onto existing properties Thornaby and Tremorle, and the plans show the proposed gardens for plots 16 and 17 outside of the application site, with a treeline that differs from that on the original application. This appears to be a misrepresentation. 4) the parish council requests that Post-Decision Community Engagement be included as a planning condition.
	<p>c) <u>PA21/08025</u> – 47 Kingston Way, Mabe Burnthouse TR10 9FD – Works to tree namely: oak (T1) – Crown lift to approximately 5m, subject to a Tree Preservation Order (TPO)</p>

	<p>Resolved – that the parish council raises no objection, subject to the approval for the application by the County Forester.</p>
MPC21.22.81	<p>Mabe Neighbourhood Plan</p> <p>Cllr West reported that two drafts of the plan from the planning consultant had been received, with the consultant liaising with the NDP group, and an intention to bring the draft plan to Council before the October meeting. The final work was being carried out on the Landscape Assessments. It was aimed to have paper copies of the draft NDP plan ready to circulate for initial consultation.</p> <p>The update was noted.</p>
MPC21.22.82	<p>Housing resolution passed by Bude Stratton Town Council</p> <p><i>To consider the resolution passed, and whether the parish council should make a similar resolution.</i></p> <p>Resolved – that this item be deferred to the next meeting as there was expected to be further update on this matter by October.</p>
MPC21.22.83	<p>Play Equipment inspection – August 2021</p> <p><i>To consider the monthly inspection report and approve maintenance work recommended, if necessary.</i></p> <p>Agreed – to note the monthly inspection report.</p>
MPC21.22.84	<p>Review of S.106 funded projects</p> <p><i>To receive an update, and agree the next steps for s.106 projects.</i></p> <p>Members considered the update report circulated prior to the meeting. After discussion it was agreed that:</p> <p><u>Funds allocated to the ReGreen Mabe project –</u></p> <ul style="list-style-type: none"> - the location of the two benches to be sited in the Memorial Garden was agreed (opposite the Memorial, and set back from the path) - the university have offered their grounds maintenance team to weed and put down chippings to create a path in the Memorial Garden - the school's preference for the seating in the playing field is for timber benches and tables - the proposed sign for the Memorial Garden to be held in abeyance for the time being <p><u>Application to be submitted for s.106 funding available (re PA10/08470 – Land at Antron Hill)</u></p> <ul style="list-style-type: none"> - the parish council had asked Cornwall Council if the deadline of February 2022 was absolute, or if it could be extended, to enable this funding to be used for planting etc following the highways improvement works, currently under consultation (no affirmative response to date) - potential to include replacement goalposts and basketball hoops in the funding application.

MPC21.22.85	<p>Footpaths:</p> <ul style="list-style-type: none"> <i>i.</i> Enforcement matters <i>ii.</i> Enhanced LMP Works <i>iii.</i> LMP footpath cutting <p><i>To receive the report of Cllr Simmons and the Footpaths Working Group, and to agree actions relating to the review of the LMP agreement with Cornwall Council, footpath enforcement matters, winter clearance works and the Enhanced LMP project works.</i></p> <p>Members considered the report from the Footpaths Working Group, circulate prior to the meeting.</p> <p>Enforcement matters – Cllr Simmons had provided updates which had been reported to Cornwall Council’s Enforcement Officer for their attention.</p> <p>Enhanced LMP works – initial works to be carried out under this funding scheme had been identified and costs. Further works were being identified in order to fully utilise the funding available. It was necessary to do so while the funding was still available.</p> <p>An update was given on the LMP funded works carried out in the year and it was reported that £1,057.60 of the additional footpaths budget precepted by the parish council remained available.</p> <p>It was recommended that winter works on clearing footpath routes be delegated to the Footpaths Working Group to arrange for works within the remaining budget.</p> <p>Cllr Simmons had led a significant piece of work, reviewing the LMP agreement for the coming year and future years. A detailed survey had been carried out and the cutting schedule had been overhauled, with paths broken down into easily identifiable sections and each section allocated to have one, two, three, or no cuts per annum. This to try to use the available resources in the most efficient and effective way, getting the optimum clearance of rights of way each year.</p> <p>The proposed A, B and C system of designating sections of paths differs from Cornwall Council’s method of allocating Gold, Silver and Bronze paths, and so would be subject to negotiation with them. A meeting had been requested with a Countryside Officer from Cornwall Council, response awaited.</p> <p>Resolved – that the council endorses the work of the footpaths working group in reviewing the LMP cutting schedule and in negotiating a new agreement with Cornwall Council.</p>
MPC21.22.86	<p>Roof repairs – Bus Shelter and Bier House</p> <p>Members considered a previous decision for specifications to be drawn up for the repair of the roofs of the bus shelter and the Bier House. The clerk’s report set out a recommendation to consider seeking quotes for the repair and replacement of each of the roofs.</p> <p>Resolved – that</p> <ul style="list-style-type: none"> 1) To seek a quote for replacement only of the Bier House roof 2) To seek a quote for repair only of the bus shelter roof, fascia, guttering

MPC21.22.87	<p>Weed Control 2022</p> <p>Following brief discussion, it was</p> <p>Resolved – to send a works specification based on non-chemical treatment of weeds, to seek quotes from contractors for weed control in the parish for 2022.</p>
MPC21.22.88	<p>Twenty is Plenty signage for roads in the parish</p> <p>Members considered the number and locations of signs needed in the parish, and discussion included revisiting further examples of incidents to illustrate the need to reduce the speed of traffic in areas of the parish.</p> <p>Agreed that quotes for signs be sought based on Design A in the clerk’s report, and for four signs.</p> <p>Agreed that the sign locations for Halvasso will be on the official triangular warning sign, and on the telegraph pole near BF Adventure. Two further locations to be identified.</p> <p>Noted that BF Adventure have given a positive response to a request to help fund these signs.</p> <p>Quotes to be sought and to be reported to the next meeting.</p>
MPC21.22.89	<p>Cutting of overgrown verges <i>[Cllrs Wilkinson/Tisdale]</i></p> <p><i>Members considered requesting that the verge maintenance work be devolved to the parish council, to enable the parish council to dedicate resources to keep verges clear year-round (priority being the verge between the village and Argal reservoir, for pedestrian safety).</i></p> <p>During discussion it was noted that the prime reason for considering this had been to create a safe walking route from the village to Argal Reservoir. This would not be possible as Cornwall Council would not agree to devolve verge maintenance for that section of road due to road safety issues for workers and for pedestrians.</p> <p>Resolved – that the parish council will not seek to take on responsibility for the cutting of verges in the parish.</p>
MPC21.22.90	<p>Land behind the bus shelter, Treliever Road</p> <p>Members considered concerns raised by a local resident. Following discussion it was</p> <p>Agreed that Cllr Phillips will research the deeds / land ownership position of the land over the next couple of months, and</p> <p>Resolved – that R Sanders be asked to provide a cost for carrying out works (lop Leylandii trees, weedkill and clear brambles and overgrowth), and that confirmation for the works to be given by the Vice-Chairman. Works to be funded from reserves.</p>
MPC21.22.91	<p>Councillor Surgeries</p> <p>This item was deferred to the next meeting of the council, to enable Cllr Simmons to present his proposal.</p>
MPC21.22.92	<p>Arrangements for Remembrance Sunday 2021</p> <p>Agreed – that Cllr Tisdale will put into place arrangements for Remembrance Sunday</p>

	2021.
MPC21.22.93	<p>Grant Applications</p> <p>The council considered the grant applications received.</p> <p>Resolved:</p> <ol style="list-style-type: none"> 1) Mabe Brownies – agreed to give a grant of £500 for the purpose set out in the grant application. 2) Mabe Christmas Lights – agreed to give a grant of £500 for the purpose set out in the grant application. 3) Mabe Churchyard maintenance – deferred to the next meeting, information to be requested regarding the payment for churchyard maintenance work in 2021. 4) Mabe Youth & Community Project – no application received this year. <p>The clerk was asked to ask the Wi to confirm their insurance costs for the year, as the parish council has previously agreed to cover this cost.</p> <p>The clerk was also asked to contact those who had run the Luncheon Club to invite a grant application to help it to re-start in the village</p>
MPC21.22.94	<p>Queen’s Platinum Jubilee 2022</p> <p>Agreed to defer this item to the next meeting to enable Cllr Wilkinson to present an update following recent briefing meeting.</p>
MPC21.22.95	<p>Free Landmark Trees application</p> <p>Resolved – that the council endorses Cllrs Wills’ actions in making the application for a tree for the play area.</p>
MPC21.22.96	<p>Proposed gifting of play equipment to the Mabe Youth & Community Project</p> <p>The council had advised the MYCP that it wished to hand over the play equipment by September. The MYCP Manager had advised that a committee meeting had been held but no decision had been made as there were so few committee members present.</p> <p>Agreed – to note the situation at this stage.</p>
MPC21.22.97	<p>Climate Group – regular update</p> <p>No update.</p>
MPC21.22.98	<p>University Update</p> <p>No update.</p>
MPC21.22.99	<p>Review of Emergency Scheme of Delegation</p> <p>In view of ongoing uncertainty and risk of business continuity disruption due to covid-19, it was</p> <p>Resolved – that the Emergency Scheme of Delegation is extended, to be reviewed again in January 2022.</p>

MPC21.22.100	<p>Schedule of payments</p> <p>Resolved - to approve payments as set out in the payments schedule.</p> <table border="1" data-bbox="381 356 1407 1218"> <thead> <tr> <th data-bbox="381 356 716 414">Payee</th> <th data-bbox="716 356 1091 414">Purpose</th> <th data-bbox="1091 356 1407 414">Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="381 414 1407 468"><i>Payments by online banking</i></td> </tr> <tr> <td data-bbox="381 468 716 544">R Sanders</td> <td data-bbox="716 468 1091 544">LMP rights of way cuts (one cut and second cuts)</td> <td data-bbox="1091 468 1407 544">£560.29, balance of payment to be made.</td> </tr> <tr> <td data-bbox="381 544 716 620">Southwest Playground Inspections</td> <td data-bbox="716 544 1091 620">August 2021 inspection, play equipment at MYCP</td> <td data-bbox="1091 544 1407 620">£30.00</td> </tr> <tr> <td data-bbox="381 620 716 689">Paul Webber</td> <td data-bbox="716 620 1091 689">August – NDP consultancy work</td> <td data-bbox="1091 620 1407 689">£275</td> </tr> <tr> <td data-bbox="381 689 716 766">Mabe Youth & Community Project</td> <td data-bbox="716 689 1091 766">Hire of hall – 13 August 2021</td> <td data-bbox="1091 689 1407 766">£41.25</td> </tr> <tr> <td data-bbox="381 766 716 835">L Dowe</td> <td data-bbox="716 766 1091 835">Clerk’s salary (August) (note 1)</td> <td data-bbox="1091 766 1407 835">£369.00</td> </tr> <tr> <td data-bbox="381 835 716 904">L Dowe</td> <td data-bbox="716 835 1091 904">Clerk’s expenses (August) (note 2)</td> <td data-bbox="1091 835 1407 904">£79.32</td> </tr> <tr> <td data-bbox="381 904 716 1016">HMRC</td> <td data-bbox="716 904 1091 1016">PAYE tax and NI (Month 5) (Note 3)</td> <td data-bbox="1091 904 1407 1016">£92.20</td> </tr> <tr> <td data-bbox="381 1016 716 1052">Mabe 1st Brownies</td> <td data-bbox="716 1016 1091 1052">Grant</td> <td data-bbox="1091 1016 1407 1052">£500</td> </tr> <tr> <td data-bbox="381 1052 716 1088">Mabe Christmas Lights</td> <td data-bbox="716 1052 1091 1088">Grant</td> <td data-bbox="1091 1052 1407 1088">£500</td> </tr> <tr> <td colspan="3" data-bbox="381 1088 1407 1146"><i>Payments by Direct Debit</i></td> </tr> <tr> <td data-bbox="381 1146 716 1218">EE</td> <td data-bbox="716 1146 1091 1218">August ’21 mobile phone contract (DD on 6/9/21)</td> <td data-bbox="1091 1146 1407 1218">£10.58</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>Payments by online banking</i>			R Sanders	LMP rights of way cuts (one cut and second cuts)	£560.29, balance of payment to be made.	Southwest Playground Inspections	August 2021 inspection, play equipment at MYCP	£30.00	Paul Webber	August – NDP consultancy work	£275	Mabe Youth & Community Project	Hire of hall – 13 August 2021	£41.25	L Dowe	Clerk’s salary (August) (note 1)	£369.00	L Dowe	Clerk’s expenses (August) (note 2)	£79.32	HMRC	PAYE tax and NI (Month 5) (Note 3)	£92.20	Mabe 1 st Brownies	Grant	£500	Mabe Christmas Lights	Grant	£500	<i>Payments by Direct Debit</i>			EE	August ’21 mobile phone contract (DD on 6/9/21)	£10.58
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MPC21.22.101	<p>Finance report and bank reconciliation</p> <p>Resolved - that the budget monitoring report and monthly bank reconciliation is noted.</p>																																							
MPC21.22.102	<p>Date and Venue of next meeting</p> <p>Resolved – that the next meeting will be held in the MYCP Hall on Friday 15 October 2021, 7.00pm.</p>																																							
MPC21.22.103	<p>Correspondence</p> <ul style="list-style-type: none"> i. Cornwall Association of Local Councils – CALC Executive Board vacancies <i>(Cllrs to refer to the email from CALC, forwarded by the clerk on 28 August)</i> ii. CEE Alliance – Climate and Ecology Bill <i>(Cllrs to refer to the email from the CEE Alliance, forwarded by the clerk on 9 September)</i> iii. Bodmin Town Council – National Planning Reforms White Paper <i>(Cllrs to refer to the email, forwarded by the clerk on 14 September)</i> <p>Agreed – that the correspondence is noted.</p>																																							
MPC21.22.104	<p>Agenda items for a future meeting</p> <p>Matters deferred from this meeting.</p>																																							

MPC21.22.105	Matters for decision, information excluded from the press and public	
	Resolved – that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business	
	<u>CONFIDENTIAL ITEMS FOR DECISION</u>	
MPC21.22.106	Provision of IT support, Microsoft365 licences, and council email accounts <i>To consider the quotes received in response to Minute MPC187</i> Agreed – that this item is deferred to the next meeting.	
	<u>Meeting closed: 10.05 pm</u>	<u>Signed by Chairman:</u>